

Town of Verona Plan Commission Meeting Minutes

Thursday, May 24, 2018 6:30 PM

Town of Verona Hall

7669 County Highway PD

Members Present: Doug Maxwell, Ron Melitsoff, Deb Paul, Laura Dreger, Jim Schroeder

Absent: none

Staff: Amanda Arnold

Also Present: see sign in sheet

1. Call to Order/Approval of Meeting Agenda – Doug Maxwell called the meeting to order at 6:30 p.m. Motion by Melitsoff to approve the agenda. Second by Schroeder. Motion carried.
2. Public Comment - None
3. Approval of minutes from 5/10/2018 – Motion to approve the minutes by Dreger. Second by Melitsoff. Motion carried.
4. Discussion and action re: Dane County revisions and conditions for property located at 6440 Sunset Drive (Deer Haven Estates) submitted by Tony Heinrichs on behalf of Steve Reinen. This project has been previously approved by the Town, and it has now been approved by the County ZLR committee with a revised plat and several conditions. County Board approval was given on 17 May 2018. – Doug Maxwell presented the changes that Dane County had made to the plat map. These included:
 - the road easement to the west becoming a paved road, the addition of a road connection to the east (both to be connected to future roads).
 - stormwater features are in common elements rather than on units (this affected the shape and size of units 5, 6, and 7).
 - the shared driveway becoming a cul-de-sac.
 - one of the common areas being extended to the east to include space for the Ice Age Trail along the southern side of the property.

Robert Proctor, attorney for the applicant, explained that the easement agreement is almost completed with the Ice Age Trail Alliance. He added that road easements would allow public access on the private road allowing traffic to go both directions through the project when the road connections are made in the future. Ron Melitsoff asked if parking on the street to access the Ice Age Trail would be an issue. Mr. Proctor responded that he didn't see the demand for that and any parking would be temporary. Laura Dreger confirmed that no unit was less than 1.5 acres after the modifications.

Motion by Maxwell to approve the revised plat. Second by Paul. Ron Melitsoff: aye, Deb Paul: aye, Laura Dreger: aye, Jim Schroeder: aye, Doug Maxwell: aye. Motion carried unanimously.

Motion by Maxwell to accept Dane County's subsequent conditions (that the declarations are subject to final review by the Town and County, that zoning is contingent upon the Town approving a development agreement, that developer provide cross sections for the intersection of Deer Haven Trail and Darby Fields Drive and the plans are approved by the Town Engineer, that developer establishes an easement agreement with the Ice Age Trail within 60 days, and that a deed restriction be recorded outlining the number of units, common areas, minimum unit size of 1.5 acres, and dictating that the use be single family homes). Second by Paul. Ron Melitsoff: aye, Deb Paul: aye, Laura Dreger: aye, Jim Schroeder: aye, Doug Maxwell: aye. Motion carried unanimously.

5. Discussion and action re: Dane County revisions and conditions for property located at 11451 Mid Town

Road (Fox Hill) submitted by Justin Temple on behalf of OAJ Development. This project has been previously approved by the Town, and it has now been approved by the County ZLR committee with a revised plat and several conditions. County Board approval was given on 17 May 2018. – Amanda Arnold presented the changes that Dane County had made to the plat map. These included:

- Stormwater features are in common elements rather than on units.
- The re-engineering of the curves of the private road near the intersection with Mid Town Road.
- The addition of a half cul-de-sac to allow for turn-around midway on the private road.
- The mapping of potential future road connections (two road easements, one south and one north).
- The separation of open space from the road easement.

Doug Maxwell abstained from the discussion. Laura Dreger confirmed that there would be suitable open space after the road connections are built in the future. There were a few question about how the drainage pond would work, the amount of run off, and culvert locations. There were also question about the narrowness of some of the units at the road, and it was suggested that the proposed speed limit be reduced from 35 to 25 miles per hour.

Motion by Dreger to approve the revised plat. Second by Paul. Ron Melitsoff: aye, Deb Paul: aye, Laura Dreger: aye, Jim Schroeder: aye, Doug Maxwell: abstained. Motion carried.

Motion by Paul to accept Dane County’s subsequent conditions (that the declarations are subject to final review by the Town and County, that zoning is contingent upon the Town approving a development agreement, and that a deed restriction be recorded outlining the number of units, number of common areas, setting a minimum unit size of 1. 5 acres, and limiting the use to single family homes). Amanda pointed out the reference to the number of common areas in the deed restriction was incorrect in Dane County’s action. The applicant will make sure it’s correct upon recording. Second by Schroeder. Ron Melitsoff: aye, Deb Paul: aye, Laura Dreger: aye, Jim Schroeder: aye, Doug Maxwell: abstained. Motion carried.

6. Comprehensive Plan

Comp Plan consultant scope, schedule, and initial mapping – Doug provided and update and explained that the consultants preliminary work would be presented next month.

Policies for land use: Doug was seeking guidance on the following topics so he could know whether or not they should be included in the comprehensive plan. If included, they could be worked on more.

Lot averaging – Doug explained that this tool could be used on lots that are 10 acres or less. Larger lots would require a subdivision plat and a road, and lot averaging wouldn’t work as well. Laura Dreger raised concerns about going smaller than 2 acres and the potential for people to ask for more splits in the future. Jim Schroeder suggested that it only be used when a natural feature can be preserved by using the tool. Deb Paul expressed support because it could avoid uniform lots and create more character. Motion by Dreger to include a lot averaging policy that requires natural resource preservation and deed restrictions that no lot would be smaller than 1.5 acres in the comprehensive plan.

Phasing – While the group was concerned about the pace of development pressures, it felt that managing a phasing program would be time consuming and could result in lost opportunities. Amanda Arnold added that based on recent mapping by the comp plan consultants, she doesn’t believe there are as many development opportunities as people may think and growth might be slow. In addition, the comprehensive plan will help regulate growth.

Subdivision types – Doug Maxwell is developing a subdivision ordinance with specific details for traditional subdivision, conservation subdivision, and land condominium subdivision.

Conservation subdivisions – Doug explained that he would like to reference these in the comprehensive plan, but work out the details in an ordinance rather than the plan. The

group agreed, but wanted more information on potential lot sizes and how much land could be conserved.

Purchase of development rights – This topic was discussed briefly and no decisions were made.

7. Other – It was decided with the days being longer and starting at 6:30 that snacks were no longer needed.

8. Adjourn – Motion by Melitsoff. Second by Paul. Motion carried at 8:55 p.m.

Submitted by:
Amanda Arnold
Planner/Administrator

Approved: June 28, 2018